

## DEPARTMENT OF BENEFIT PAYMENTS



March 1, 1974

ALL-COUNTY LETTER NO. 74-39

TO: COUNTY WELFARE DIRECTORS

The Program Information Bureau, Department of Benefit Payments, has the responsibility for collecting statistical data from county welfare departments and other agencies and for preparing statistical reports required by the Department, the Legislature, and the Federal Government.

The Bureau is currently engaged in an assessment of the feasibility of undertaking a major cost/benefit analysis of all reports, and their major data items, required of us by law or federal regulation. The purpose of the proposed cost/benefit analysis would be to try to reduce to a minimum the reporting burden imposed on the Department and our affiliated county welfare departments.

In making the assessment, we need to have an estimate of costs incurred by the counties in preparing each of a number of regular reports, and we are soliciting your assistance in this part of the effort. Counties produce the complement of reports in different ways, so that sampling is not feasible.

We would greatly appreciate your completing the attached form to the best of your ability and returning it to the Program Information Bureau by March 8, 1974. In cases where a strict record is not kept of personnel and computer time applied, by individual report, estimates will be acceptable. Likewise, in converting personnel and computer time to dollar amounts, estimates may be employed.

Your comments on the usefulness of any of these reports will be most welcome. We also invite your suggestions for improvements to the Department's current reporting system.

We realize that this request is one more job for the counties, but we feel that the reduction of reporting workload which may result from this effort could be truly "cost/beneficial" for the counties.

Please address any inquiries to the Program Information Bureau, (916) 322-2230.

Sincerely yours,

DENNIS O. FLATT, Deputy Director  
Welfare Program Operations

Attachment

cc: CWDA

GEN 654 (2/74)

OBSOLETE

Superseded by ACL # 77-15

Issued 3-17-77

Send one copy to:

PROGRAM INFORMATION BUREAU

744 P Street, Mail Station 12-81

Sacramento, California 95814

FEASIBILITY STUDY - COST BENEFIT ANALYSIS  
MANDATORY REPORTS

County: \_\_\_\_\_

Form	Useful to county?		Monthly cost to county	
	Yes	No	Personnel	Computer
*SAU-3 .....			\$	\$
*SAU-4 .....				
*CA 343 .....				
*MA 5-968 .....				
WP 19.5 .....				
WP 20.59 .....				
CA 237 BHI .....				
CA 237 PG/U .....				
OR 237 .....				
ABCD 253 .....				
ABCD 255 .....				
**FMS 256 .....				
**FMS 259 .....				
**FMS 285 .....				
**FMS 286 .....				
**DPA 296 .....				
**DPA 358 .....				
DPA 266.1 .....				
DPA 266.1A .....				
CA 345 .....				
Person to contact regarding this report:		Telephone number:		
		Date:		

\*WIN Counties.

\*\*Food Stamp Counties.

COMMENTS:

Send one copy to:

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Sacramento, California 95814FEASIBILITY STUDY - COST BENEFIT ANALYSIS  
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ABCD 255 .....				
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**FMS 259 .....				
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COMMENTS: